

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Contra Costa County Economic Opportunity Council (EOC) to a majority of members of the EOC less than 96 hours prior to that meeting are available for public inspection at 1470 Civic Ct. Suite 200, Concord, CA 94520 during normal business hours.

# Agenda

**Group/Meeting Name:** EOC Executive Committee Meeting

**Date:** 6/4/2020 **Time: From:** 12:00 p.m. **To** 1:00 p.m.

**Location:** Teleconference/ Video Meeting (Zoom)

**Online:**

- Visit <https://zoom.us/>
- Click Join meeting and enter the following ID #: 918 4858 0616
- You will be prompted to enter *your name* and the following password: 530296
- Wait for host to join

**Call in:**

- Dial 1.888.278.0254 (US Toll Free)
- Enter Conference code: 609553

**Meeting Leader:** Renee Zeimer, Chair

**Purpose:** To set the agenda for the next EOC Business Meeting

*The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning to participate in EOC meetings. Please contact Mele Tupou at least 24 hours before the meeting at [mtupou@ehsd.cccounty.us](mailto:mtupou@ehsd.cccounty.us).*

**Opportunities for Public Comment:** *Persons who wish to address the EOC during the public comment or with respect to an agenda item may email their comments to [mtupou@ehsd.cccounty.us](mailto:mtupou@ehsd.cccounty.us) before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes.*

*All votes taken during a teleconference will be by roll call.*

*The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day.  
Your patience is appreciated.*

## By the end of this meeting, we will have:

An understanding of the desired outcomes and ground rules so that meeting participants accomplish meeting objectives in a timely and efficient manner.
Received any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Interview potential EOC applicant so that staff can invite potential EOC member to the business meeting on June 11 <sup>th</sup> 2020.
Review and approve as official record the draft March 5, 2020 Executive Committee meeting minutes.
Review and approve as official record the draft April 29, 2020 Emergency EOC Business meeting minutes.
Received an update on the Coronavirus Aid, Relief, and Economic Security (CARES) Act so that all members are informed.
Review and approve the draft June 11, 2020 business meeting agenda to distribute to the EOC members.
Identification of next steps necessary to move the process forward.
Evaluation of the meeting.

## Agenda

What	How	Who	Time
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➤ Review Desired Outcomes & Meeting Rules	Present Clarify Check for Understanding	Volunteer	2 Minutes
➤ Public Comment	Present	Members of the Public	3 Minutes
➤ Interview EOC Applicant Noe Gudino	Present Draft Clarify Check for Understanding	Group	10 Minutes
Action: ➤ Review and approve the draft March 5, 2020 Executive Committee Meeting minutes	Present Clarify Check for Understanding Check for Approval	Group	5 Minutes
Action: ➤ Review and approve the draft April 29, 2020 Emergency Business Meeting minutes	Present Clarify Check for Understanding Check for Approval	CSB Staff Group	5 Minutes
Update: ➤ CARES Act	Present Clarify	CSB Staff	20 Minutes
Action: ➤ Review and approve the draft June 11, 2020 EOC Business meeting agenda	Present Clarify Check for Understanding Check for Approval	Group	10 Minutes
➤ Next Steps	Present	Group	3 Minutes
➤ Meeting Evaluation	+/\u0394	Group	2 Minutes

If you wish to call in please see the instructions below:

- Dial 1-888-278-0254
- You will be asked to enter your access code: 8934051
- Once the access code is entered you will join the meeting

# Application Form

## Profile

Noe \_\_\_\_\_ Gudiño \_\_\_\_\_  
First Name Middle Initial Last Name

1843 mcnorth dr \_\_\_\_\_ Suite or Apt \_\_\_\_\_  
Home Address

Concord \_\_\_\_\_ CA \_\_\_\_\_ 94519 \_\_\_\_\_  
City State Postal Code

Mobile: (510) 932-0422 \_\_\_\_\_  
Primary Phone

ngudino22@gmail.com \_\_\_\_\_  
Email Address

### Which supervisorial district do you live in?

District 4

## Education

### Select the option that applies to your high school education \*

High School Diploma

### College/ University A

#### Name of College Attended

Cal state university- East Bay

#### Degree Type / Course of Study / Major

Political science

#### Degree Awarded?

Yes  No

### College/ University B

#### Name of College Attended

Ulster University-Jordanstown

**Degree Type / Course of Study / Major**

Politics

**Degree Awarded?**

Yes  No

**College/ University C**

**Name of College Attended**

University of California-Berkeley

**Degree Type / Course of Study / Major**

Ethnic studies

**Degree Awarded?**

Yes  No

**Other schools / training completed:**

**Course Studied**

**Hours Completed**

**Certificate Awarded?**

Yes  No

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**Board and Interest**

**Which Boards would you like to apply for?**

Economic Opportunity Council: Submitted  
Equal Employment Opportunity Advisory Council: Submitted  
Racial Justice Oversight Body: Submitted  
Juvenile Justice Coordinating Council: Submitted

**Seat Name**

At large member, community member

**Have you ever attended a meeting of the advisory board for which you are applying?**

Yes  No

**If you have attended, how many meetings have you attended?**

3-5

**Please explain why you would like to serve on this particular board, committee, or commission.**

I would very much appreciate the opportunity to serve as a community member on the council to lend my voice, education and lived experience as a longtime Contra Costa County resident; that has experienced homelessness, street violence, incarceration (as a youth and adult ) and success. Growing up in Richmond through my early years and living in concord for the last several years, I witness the same issues continuing to persist that need proactive solutions for feasible sustainability. I believe my expertise can be a valued contribution for the council and the common good.

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### **Qualifications and Volunteer Experience**

**I would like to be considered for appointment to other advisory boards for which I may be qualified.**

Yes  No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?**

Yes  No

**List any volunteer or community experience, including any advisory boards on which you have served.**

I have volunteered with many local social justice nonprofit organizations such as: California nurses association, A.C.C.E, All of Us or None, Ryse center, and Contra Costa racial justice coalition. Also I have volunteered with several food banks and homeless shelters throughout the county. I also

**Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)**

I worked as a community advocate and organizer for two and half years with legal services for prisoners with children.

[Noe\\_Gudino\\_Resume.docx](#)

Upload a Resume

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### **Conflict of Interest and Certification**

**Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?**

Yes  No

If Yes, please identify the nature of the relationship:

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Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

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Yes  No

If Yes, please identify the nature of the relationship:

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Please Agree with the Following Statement

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I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

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I Agree

## **Noe Gudino**

1843 McNorth Drive, Concord, CA 95419

Phone: (510) 932-0422/ E-mail: [ngudino22@gmail.com](mailto:ngudino22@gmail.com)

### **Objective**

To obtain a rewarding and challenging position working with marginalized communities to empower others through political engagement.

### **Education**

#### **Cal State- East Bay, Hayward, CA**

B.A. Political Science, Expected Graduation Fall 2019

Concentration: Public Administration

#### **University of California-Berkeley, Berkeley, CA**

General Education, 2016-2017

#### **Berkeley City College, Berkeley, CA**

A.A. Political Science and Sociology, 2014-2017

### **Work Experience**

#### **Staff Organizer/ Policy Fellow, Legal Services for Prisoners with Children, Oakland, Ca**

- Work with coalitions and legislative offices to draft bill language and move up to three bills through the legislative process.
- Monitor state legislative bills, write support and opposition letters, and engage in other advocacy as needed including attending lobby days and organizing LSPC/AOUON's annual Quest for Democracy lobby day.
- Advocate with All Of Us or None for releasing incarcerated people, reunifying families, and restoring human and civil rights through storytelling, public speaking, and social media campaigning.
- Build and maintain professional relationships with supportive state and local policyholders.
- Advance the right and responsibility of incarcerated and formerly incarcerated people to speak and be heard, transform lives and communities, and fully participate in all aspects of society.
- Develop a critical understanding of the root causes of mass incarceration.
- Develop critical skills and experience necessary for a full-time position as an organizer or criminal justice advocate.
- Attend National and International Humanitarian Conferences

#### **Retail Sales Associate, Pet Food Express, Oakland, CA**

**September 2017- December 2017**

- Assist customers in finding products and answering questions
- Maintaining inventory and restocking product
- Create a positive environment for customers and fellow team members

#### **Administrative Assistant, Staying Power, Oakland, CA**

**February 2017-August 2017**

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- Data collection and research regarding Bay Area housing
- Developing policies addressing social issues surrounding homelessness and low income housing
- Attend and/or organize educational community events
- Foster and maintain ongoing communications with supportive state and local officials.

### **Campaign Coordinator, Grassroots Campaign Inc., Berkeley, CA**

**November 2016- June 2017**

- Canvassing/Fundraising to support campaign goals
- Establishing community relations to help promote community engagement
- Recruit interns and volunteers

### **Student Assistant, National Nurses United, Berkeley, CA**

**March 2016- July 2016**

- Student Campus Organizer
- Voter Registration for members of the community
- Event coordinator for events such as GOTV (Get Out the Vote)
- Community Relations
- Phone Banking to raise awareness about National Nurses United
- Daily Reporting

### **Package Associate, United Parcel Services, Inc., South San Francisco, CA**

**November 2013-November 2016**

- Package Handling
- Sort packages and safely load and unload trucks
- Ensuring customers receive their packages on time,
- Directly impacting the bottom line on a global scale

### **Skills**

- Community organization and engagement
- Public speaking on social issues such as immigration, mass incarceration, and wage disparities
- Ability to Multitask, prioritize project steps, and meet deadlines
- The ability to work independently and complete tasks as assigned with support.
- Excellent interpersonal and analytical skills
- Works well independently and enthusiastic team player
- Tech savvy problem solver that is able to achieve high productivity
- Trilingual (Spanish and ASL)
- Knowledge of Microsoft Office (Word, Access, PowerPoint, Outlook) and all Social Media

**References Available Upon Request**



**Noe Gudino**

1843 McNorth Drive, Concord, CA 95419

Phone: (510) 932-0422/ E-mail: [ngudino22@gmail.com](mailto:ngudino22@gmail.com)



**Economic Opportunity Council (EOC) Executive Committee Meeting Minutes**



Location: 1470 Civic Ct., Suite 200 Concord, CA 94520

**Date:** 3/5/2020

**Time Convened:** 1:06 PM

**Time Terminated:** 1:55 PM

**Recorder:** Mele Tupou / Nancy Sparks

**Attendees:** Renee Zimer, Dawn Miguel (conference call), Devly Sewell, Camilla Rand, Mele Tupou

**Absentees:** Tricia Piquero (excused), Christina Reich (excused), Nancy Sparks (excused)

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes and Ground Rules	<ul style="list-style-type: none"> <li>• Zeimer reviewed the desired outcomes and ground rules.</li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>• None Present</li> <li>• Rand asked to add an agenda item- COVID 19, and Zeimer agreed it was okay.</li> </ul>
Review and approve the draft February 6, 2020 Executive Committee meeting minutes	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft February 6, 2020 Executive Committee meeting minutes with the following changes:               <ul style="list-style-type: none"> <li>○ Change "Swell" to "Sewell" under attendees</li> </ul> </li> </ul> <p><b>A motion to approve the draft February 6, 2020 Executive Committee meeting minutes with the changes stated above was made by Miguel and seconded by Zeimer.</b></p> <p><b>The motion carried.</b>  <b>Aye: Miguel, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent: Piquero</b></p>

TOPIC	RECOMMENDATION / SUMMARY
New agenda item: COVID 19	<ul style="list-style-type: none"> <li>• Rand reported that the Employment and Human Services Department is working with the Health Department on sharing information about how to not spread the infectious disease. Rand shared the Bureau has agreed to cancel all field trips at all centers and any event that the outside community may be a part of that could possibly spread the virus.</li> <li>• Rand stated the California Community and Economic Development Association (CCEDA) meeting would be held next week and maybe the group may consider canceling the Community Action event just to be cautious.</li> <li>• Zeimer recommended moving the event to Community Action month in May to give it more time to promote and to let the virus slow down and settle a bit.</li> <li>• The group agreed to postpone the California Community and Economic Development Association (CCEDA) meeting to a future date.</li> <li>• Zeimer asked to send out an announcement to the group and subcontractors stating the workshop has been canceled.</li> <li>• Rand mentioned she is also concerned about the Economic Opportunity Council (EOC) business meeting. Rand suggested offering the group a conference call option, if the County Administrator's Office (CAO) approves or makes that exception.</li> <li>• Zeimer asked if we could offer, a zoom call and Rand explained we cannot offer a zoom call since CSB only uses WebEx, but it is something we can look into. Rand stated we could offer a telephone conference call.</li> <li>• Rand stated she would contact CAO and follow up with staff before making any cancelations or notices for a conference call. All members would be notified early next week.</li> <li>• Rand excused herself from the meeting and stated she would update everyone as soon as she gets more information from County Counsel.</li> </ul>
California Community Action Partnership Association (CalCAPA) Legislative Day	<ul style="list-style-type: none"> <li>• Tupou reported The California Community Action Partnership Association (CalCAPA) will be hosting a Legislative day on May 14, 2020 and shared that Kaushal has pushed for volunteering opportunities for this day.</li> <li>• Tupou shared this is a one day event and she is currently working with a couple staff from CalCAPA on volunteer opportunities for any members who are interested.</li> <li>• Zeimer recommended kicking this over to the Outreach committee to discuss and research what exactly CalCAPA is providing or what they hope to get out of the Legislation day.</li> <li>• Zeimer stated maybe the committee can do some research on other groups that may have more experience with Legislation.</li> <li>• Zeimer recommended adding Monisha to the research team as she has experience with lobbying.</li> <li>• The group all agreed and Zeimer would report that out at the business meeting.</li> </ul>
Community Action Partnership (CAP) Annual Convention	<ul style="list-style-type: none"> <li>• Tupou reported the Community Action Partnership (CAP) Annual convention would be held in Seattle, Washington in late August.</li> <li>• Tupou explained there are funds allocated for one (1) EOC member and one (1) staff. The dates for travel would be Tuesday, August 25<sup>th</sup> and returning Friday, August 28<sup>th</sup>. At this time there are no other information on the conference other than workshop information, which is provided at the following website: <a href="https://communityactionpartnership.com/ac2020/">https://communityactionpartnership.com/ac2020/</a></li> <li>• Tupou explained based on the expenses from last year, each person would roughly cost around \$1,700- \$1,900. Tupou asked to move this forward to the full board to see who would be interested in going to the conference.</li> </ul>

TOPIC	RECOMMENDATION / SUMMARY	
Review and approve the draft March 12, 2020 business meeting agenda	<ul style="list-style-type: none"> <li>• The executive committee reviewed the draft March 12, 2020 EOC Business meeting agenda with the following changes:               <ul style="list-style-type: none"> <li>○ Add- New agenda item #6- Discussion: Census Countdown lead by Samuel Houston and Lauren Babb for 15 minutes</li> <li>○ Add - COVID 19 guidance to staff report</li> </ul> </li> </ul> <p><b>A motion to approve the draft March 12, 2020 Executive Committee meeting minutes with the changes stated above was made by Miguel and seconded by Zeimer.</b></p> <p><b>The motion carried.</b>  <b>Aye: Miguel, Zeimer</b>  <b>Nay:</b>  <b>Abstain:</b>  <b>Absent: Piquero</b></p>	
Next Steps	<ul style="list-style-type: none"> <li>• Rand will follow up with Sparks on the CCEDA meeting and whether it can be postponed to a later time maybe in May.</li> <li>• Staff will get an update on Sewell's yellow footprint tripping hazard issue outside our building.</li> <li>• Staff will contact Babb &amp; Houston about the Census agenda item for the business meeting.</li> <li>• Staff will add the COVID-19 information to the business packet</li> <li>• Staff will do some research on Zoom call</li> </ul>	
Meeting Evaluation	<p style="text-align: center;"><b><u>Pluses / +</u></b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p style="text-align: center;"><b><u>Deltas / Δ</u></b></p> <ul style="list-style-type: none"> <li>• None</li> </ul>



## Emergency Economic Opportunity Council (EOC) Business Meeting Minutes

Location: Teleconference



**Date:** 3/29/2020      **Time Convened:** 6:03 pm      **Time Terminated:** 7:05 pm      **Recorder:** Mele Tupou/ Nancy Sparks

**Conference Call attendees:** Renee Zeimer, Tricia Piquero, Monisha Merchant, Devlyn Sewell, Lauren Babb, Ajit Kaushal, Kimberly McCarl, Tanya Brown, CloudeLL Douglas

**Absentees:** Samuel Houston (excused), Dawn Miguel (excused), Armando Morales (unexcused),

**Staff:** Camilla Rand, Christina Reich, Nancy Sparks, Mele Tupou

**Quorum:** Yes

TOPIC	RECOMMENDATION / SUMMARY
Review Desired Outcomes	<ul style="list-style-type: none"> <li>Zeimer called the meeting to order at 6:03 PM and read the desired outcomes.</li> </ul>
Public Comment	<ul style="list-style-type: none"> <li>None present</li> <li>Staff shared the teleconference ground rules with the group.</li> </ul>
<p><b>Action:</b> CSD Discretionary Contract amendment #20F-3007</p>	<ul style="list-style-type: none"> <li>Sparks reported that staff had received The Department of Community Services and Development (CSD) allocation letter regarding discretionary funding in the amount of \$32,000.</li> <li>Staff shared the allocation attachment in the packet showing how much funds each county received. Sparks explained this is an action item and the group must figure out which direction they would like to go in distributing the discretionary funding.</li> <li>Reich explained during the budget development for the current year, the Fiscal committee had an agreement to restore her salaries as she took a reduction to cover the other staff salary increases using the discretionary dollars. She also pointed out that there are CARES Act dollars coming in which are separate funds from the regular and discretionary funds.</li> <li>The group agreed to use the supplemental funds from the Coronavirus Aid, Relief, and Economic Security (CARES) Act dollars to restore Reich's salary and anything else that needed restoring.</li> <li>Zeimer recommended splitting the discretionary dollars equally between all thirteen (13) 2020-2021 subcontractors.</li> </ul> <p><b>A motion to approve allocating equal discretionary funds between all 2020-2021 subcontractors was made by Zeimer and seconded by Piquero.</b></p>

TOPIC	RECOMMENDATION / SUMMARY
	<p><b>The motion DID NOT pass with EOC members voting as followed:</b>  <b>Ayes: Brown, Zeimer, Piquero</b>  <b>Nays: Babb, Sewell, McCarl, Douglas, Kaushal, Merchant</b>  <b>Abstentions:</b>  <b>Absent: Houston, Miguel, Morales</b></p> <p><b>A second motion to approve allocating \$8,000 of discretionary funds to four 2020-2021 subcontractors; Bay Area Community Resources, Contra Costa Clubhouses, Monument Crisis Center, and STAND! For Families Free of Violence was made by Merchant and seconded by Douglas.</b></p> <p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Brown, Zeimer, Piquero, Babb, Sewell, McCarl, Douglas, Kaushal, Merchant</b>  <b>Nays:</b>  <b>Abstentions:</b>  <b>Absent: Houston, Miguel, Morales</b></p>
<p><b>Action:</b>  ➤ Annual Report</p>	<ul style="list-style-type: none"> <li>• Sparks shared with the group, the drafted Annual Report with changes recommended by the Executive team.</li> <li>• Sparks read through the report explaining the changes in each section of the report. The group was satisfied with the changes.</li> </ul> <p><b>A motion to approve the Advisory Body Annual report was made by Douglas and seconded by Babb.</b></p> <p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Brown, Zeimer, Piquero, Babb, Sewell, McCarl, Douglas, Kaushal, Merchant</b>  <b>Nays:</b>  <b>Abstentions:</b>  <b>Absent: Houston, Miguel, Morales</b></p>
<p><b>Action:</b>  ➤ Kim McCarl to Low-Income sector</p>	<ul style="list-style-type: none"> <li>• Sparks explained to the group that McCarl has left the private sector and has joined Contra Costa County Health Services Department and therefore no longer a representative of the private sector.</li> <li>• Sparks stated, now that she is working with the county, she should be moved under the Low-Income sector. Staff has asked the group to move McCarl from Private/ Non-Private 2 to Low-Income seat No. 2.</li> </ul> <p><b>A motion to approve Kim McCarl to Low-Income Seat No. 2 was made by Babb and seconded by Piquero.</b></p>

TOPIC	RECOMMENDATION / SUMMARY
	<p><b>The motion passed with EOC members voting as followed:</b>  <b>Ayes: Brown, Zeimer, Piquero, Babb, Sewell, McCarl, Douglas, Kaushal, Merchant</b>  <b>Nays:</b>  <b>Abstentions:</b>  <b>Absent: Houston, Miguel, Morales</b></p>
<p><b>Reports:</b></p> <ul style="list-style-type: none"> <li>➤ <b>CSB Staff</b></li> <li>➤ <b>EOC members</b></li> </ul>	<p><b><u>CSB Staff</u></b></p> <ul style="list-style-type: none"> <li>• Reich confirmed that CSB is following closely the directive and guidance from County Counsel and Clerk of the Board about how to handle advisory boards during the COVID-19.</li> <li>• Reich thanks Sparks for ensuring agenda follows guideline from Clerk of the Board for moving forward with meetings.</li> <li>• Two weeks ago, CSB opened childcare centers in Concord, Richmond, and Brentwood for first responders healthcare workers.</li> </ul> <p><b><u>EOC MEMBERS</u></b></p> <ul style="list-style-type: none"> <li>• Time ended</li> </ul>
<p>Next Steps:</p>	<p><b><u>Next Steps</u></b></p> <ul style="list-style-type: none"> <li>• Staff will reach out to members about updates on discretionary contracts and Coronavirus Aid, Relief, and Economic Security (CARES) Act dollars as soon as staff receives more information.</li> </ul>
<p>Evaluate the Meeting</p>	<ul style="list-style-type: none"> <li>• None</li> </ul>

# CSBG CARES PLANNING ALLOCATION

## NATIVE AMERICAN INDIANS

Agency	Contract Number	Total Estimated 2020 Contract
Karuk Tribe of California (Core Funding)	20F-3740	42,000
Karuk Tribe of California	20F-3741	112,469
NCIDC, Inc. (Core Funding)	20F-3742	122,000
NCIDC, Inc./LIFE (Core Funding)	<i>(Included with NCIDC below)</i>	
NCIDC, Inc.	20F-3743	2,748,196
Co of LA Workforce Dev, Aging & Com Srvc	20F-3744	405,502
TOTAL		<u>3,430,167</u>

## MIGRANT & SEASONAL FARMWORKERS

Agency	Contract Number	Total Estimated 2020 Contract
California Human Development Corporation	20F-3840	2,022,919
Proteus, Inc.	20F-3841	3,254,261
Central Valley Opportunity Center, Inc.	20F-3842	791,577
Center for Employment Training	20F-3843	2,726,543
TOTAL		<u>8,795,300</u>

## LIMITED PURPOSE AGENCIES (DISCRETIONARY FUNDS)

Agency	Contract Number	Total Estimated 2020 Contract
Community Design Center	20F-3940	192,561
Del Norte Senior Center, Inc.	20F-3941	158,899
Rural Community Assistance Corporation	20F-3942	207,352
TOTAL		<u>558,812</u>



# CSBG CARES PLANNING ALLOCATION

County	Agency	Contract Number	Total Estimated 2020 Contract
Alameda	Berkeley Community Action Agency	20F-3640	368,088
Alameda	City of Oakland, Human Services Department	20F-3641	1,868,036
Alpine	Inyo Mono Advocates for Community Action, Inc.	20F-3642	1,804
Amador/Tuolumne	Amador-Tuolumne Community Action Agency	20F-3643	360,391
Butte	Community Action Agency of Butte County, Inc.	20F-3644	498,335
Calaveras/Mariposa	Calaveras-Mariposa Community Action Agency	20F-3645	359,466
Colusa	SEE GLENN COUNTY		
Contra Costa	Contra Costa Employment & Human Services Dept/CSB	20F-3646	1,173,213
Del Norte	Del Norte Senior Center, Inc.	20F-3647	70,588
El Dorado	El Dorado County Health and Human Services Agency	20F-3648	394,410
Fresno	Fresno County Economic Opportunities Commission	20F-3649	2,558,135
Glenn/Colusa/Trinity	Glenn County Health and Human Services Agency	20F-3650	361,484
Humboldt	Redwood Community Action Agency	20F-3651	371,292
Imperial	Campeños Unidos, Inc.	20F-3652	432,206
Inyo/Mono	Inyo Mono Advocates for Community Action, Inc.	20F-3653	357,023
Kern	Community Action Partnership of Kern	20F-3654	2,054,530
Kings	Kings Community Action Organization, Inc.	20F-3655	415,413
Lake/Mendocino	North Coast Opportunities, Inc.	20F-3656	753,803
Lassen/Plumas/Sierra	Plumas County Community Development Commission	20F-3657	359,006
Los Angeles	Foothill Unity Center, Inc.	20F-3658	444,582
Los Angeles	Long Beach Community Action Partnership	20F-3659	1,085,640
Los Angeles	County of Los Angeles Dept. of Public Social Services	20F-3660	8,375,298
Los Angeles	City of Los Angeles Housing + Community Investment Dept.	20F-3661	9,070,545
Madera	Community Action Partnership of Madera County, Inc.	20F-3662	384,929
Marin	Community Action Marin	20F-3663	371,994
Mariposa	SEE CALAVERAS COUNTY		
Mendocino	SEE LAKE COUNTY		
Merced	Merced County Community Action Agency	20F-3664	688,832
Modoc/Siskiyou	Modoc-Siskiyou Community Action Agency	20F-3665	361,484
Mono	SEE INYO COUNTY		
Monterey	Monterey County Community Action Partnership	20F-3666	690,186
Napa	Community Action Napa Valley	20F-3667	395,844
Nevada	Nevada County Dept. of Housing & Community Services	20F-3668	374,190

# CSBG CARES PLANNING ALLOCATION

County	Agency	Contract Number	Total Estimated 2020 Contract
Orange	Community Action Partnership of Orange County	20F-3669	3,770,013
Placer	Project GO, Inc.	20F-3670	461,143
Plumas	SEE LASSEN COUNTY		
Riverside	Community Action Partnership of Riverside County	20F-3671	3,586,959
Sacramento	Sacramento Employment and Training Agency	20F-3672	2,437,644
San Benito	San Benito County H&HSA, CS & WD	20F-3673	369,559
San Bernardino	Community Action Partnership of San Bernardino County	20F-3674	3,714,296
San Diego	County of San Diego, H&HSA, CAP	20F-3675	4,600,726
San Francisco	Urban Services YMCA	20F-3676	1,179,500
San Joaquin	San Joaquin County Dept. of Aging & Community Services	20F-3677	1,344,883
San Luis Obispo	CAP of San Luis Obispo County, Inc.	20F-3678	410,379
San Mateo	San Mateo County Human Services Agency	20F-3679	625,450
Santa Barbara	Community Action Commission of Santa Barbara County	20F-3680	730,956
Santa Clara	Sacred Heart Community Service	20F-3681	1,952,870
Santa Cruz	Community Action Board of Santa Cruz County, Inc.	20F-3682	400,295
Shasta	Shasta County Community Action Agency	20F-3683	413,102
Sierra	SEE LASSEN COUNTY		
Siskiyou	SEE MODOC COUNTY		
Solano	Community Action Partnership of Solano, JPA	20F-3684	530,636
Sonoma	Community Action Partnership of Sonoma County	20F-3685	618,884
Stanislaus	Central Valley Opportunity Center, Inc.	20F-3686	1,056,537
Sutter	Sutter County Community Action Agency	20F-3687	371,255
Tehama	Tehama County Community Action Agency	20F-3688	393,885
Trinity	SEE GLENN COUNTY		
Tulare	Community Services & Employment Training, Inc.	20F-3689	1,239,604
Tuolumne	SEE AMADOR COUNTY		
Ventura	Community Action of Ventura County, Inc.	20F-3690	940,694
Yolo	County of Yolo Health and Human Services Agency	20F-3691	406,299
Yuba	Yuba County Community Services Commission	20F-3692	375,917
TOTAL, all counties			<u>66,932,233</u>

April 28, 2020

Dear Executive Director:

On March 27, 2020, Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, which includes \$1 billion in supplemental CSBG funds for states to prevent, prepare for, or respond to COVID-19. CSD anticipates California's award to be between \$85 and \$90 million.

The purpose of this letter is to outline the various contract planning components for the CARES Act supplemental funding and to communicate the steps that the Department of Community Services and Development (CSD) is taking to expedite the release of these funds to Community Services Block Grant (CSBG) agencies. CSD will issue additional communication within the next two weeks regarding program guidance for the regular annual CSBG contract.

On Tuesday, April 14, 2020, CSD convened an initial policy discussion meeting with CSBG Advisory Council (CSBG AC) members to discuss program flexibilities and other policy items related to the CARES funding. CSD is also awaiting additional program guidance from federal and state oversight agencies. Federal guidance will determine many of CSD's decisions concerning programmatic elements of the CSBG CARES program.

However, for the purposes of planning, the following parameters are established for the CSBG CARES contract:

1. Per the CARES Act, the funds must be allocated according to the regular annual CSBG methodology:
  - a. Ninety percent of funds to CSBG Eligible Entities;
  - b. Five percent of funds to discretionary; and
  - c. Five percent of funds to support state operational costs
2. CSD anticipates the contract term to start on July 1, 2020 and end on May 31, 2022
  - a. This term includes the extension authorized under the CARES Act.
3. The cap on administrative costs will remain at 12 percent of your agency's total operating budget
4. Contracts will include an automatic 25 percent Working Capital Advance.

Note that CSD funds the Migrant Seasonal Farmworkers agencies and Native American/Indian agencies out of the 90 percent portion of funding, and funds Limited Purpose Agencies out of the five percent for discretionary. CSD will continue to engage the CSBG AC on a frequent basis to inform future funding and programmatic decisions.

This letter serves as notice that your agency should begin the process to obtain the necessary board resolution for contract execution. Please see the attached form for your agency's contract number and CSBG CARES estimated contract allocation.

CSD will provide notification when the CSBG CARES programmatic and budget forms are released for completion. CSD will also hold a webinar with the network on Wednesday, May 6, 2020, to further discuss the CSBG CARES contract and other items of importance.

Due to the recent implementation of teleworking in many organizations, the contract submission process for all CSD contracts will be completed via DocuSign. Additional instructions will be provided with the contract package to further explain the process of submitting the contract. Please refer to the email notification sent to your agency on Tuesday, April 21, 2020, titled "DocuSign is Here", and ensure your agency submits all requested contact information by Friday, May 1, 2020, as outlined in the notification. Agencies that anticipate challenges with using DocuSign should notify their assigned field representative.

CSD looks forward to a productive partnership so that, together, we can effectively administer our critical programs and services designed to strengthen the economic security of vulnerable Californians.

Sincerely,

**s/ DAVID SCRIBNER**

DAVID SCRIBNER  
Acting Director  
Department of Community Services and Development

4824-5959-9803, v. 1

# Agenda

**Group/Meeting Name:** Economic Opportunity Council (EOC) Business Meeting

**Date:** 6/11/2020 **Time: From:** 6:00 PM **To** 7:00 PM

**Location:** Teleconference meeting

**Call-in:** ZOOM call:

**Meeting Leader:** Renee Zeimer, Chair

**Purpose:** To Conduct EOC Meeting

*The Economic Opportunity Council will provide reasonable accommodations for persons with disabilities planning to participate in EOC meetings. Please contact Mele Tupou at least 24 hours before the meeting at [mtupous@ehsd.cccounty.us](mailto:mtupous@ehsd.cccounty.us).*

**Opportunities for Public Comment:** *Persons who wish to address the EOC during the public comment or with respect to an agenda item may email their comments to [mtupous@ehsd.cccounty.us](mailto:mtupous@ehsd.cccounty.us) before or during the meeting, or should join the teleconference meeting prior to the meeting to state their intent to provide public comments and will be limited to two minutes. All votes taken during a teleconference will be by roll call.*

*The Board Chair may reduce the amount of time allotted per speaker at the beginning of each item or public comment period depending on the number of speakers and the business of the day. Your patience is appreciated.*

## Desired Outcome: **By the end of this meeting, we will:**

Understand the desired outcomes and ground rules for this meeting so that we accomplish our meeting objectives in a timely and efficient manner.
Receive any public comments so that the public has an opportunity to provide input and we are knowledgeable of the community's concerns and/or interests for potential inclusion on future agenda.
Reviewed and approve the draft April 29, 2020 EOC Emergency Business Meeting minutes for official record.
Discuss the CARES Act supplemental 20F-3648 contract so that staff and members are fully informed and can begin the process required by the Department of Community Services and Development (CSD) to execute contract.
Receive the Community Services Bureau (CSB) Director's Report and EOC member's reports so that we are informed of activities and have identified appropriate next steps.
List next steps so that everyone is aware of their assigned tasks, upcoming meetings, and deadlines.
Evaluate the meeting.

Agenda			
What	How	Who	Time
1. Review Desired Outcomes & Ground Rules	Present Clarify Check for Understanding	Chair	5 Minutes
2. Public Comment	Present	Members of the Public	5 Minutes

<b>Agenda</b>			
<b>What</b>	<b>How</b>	<b>Who</b>	<b>Time</b>
3. Action: ➤ April 29 <sup>th</sup> EOC Emergency Meeting minutes	Present Draft Clarify Check for Understanding Check for Approval	Mele Tupou	5 Minutes
4. Update: ➤ CSD Discretionary Contract amendment #20F-3646	Present Draft Clarify Check for Understanding	CSB Staff Group	30 Minutes
5. : ➤	Present Draft Clarify Check for Understanding Check for Approval		5 Minutes
6. : ➤	Present Draft Clarify Check for Understanding Check for Approval		5 Minutes
7. Reports: • CSB Staff • EOC members	Present Draft Clarify Check for Understanding	Group	10 Minutes
8. Next steps	Present Clarify Check for Understanding	Group	5 Minutes
9. Evaluate the Meeting	Plus/Delta	Group	5 Minutes